

Karl Dean
MAYOR



METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

DEPARTMENT OF FINANCE
OFFICE OF FINANCIAL ACCOUNTABILITY
700 2nd Avenue South, STE 201
NASHVILLE, TENNESSEE 37210

February 27, 2014

Richard Rooker - Clerk
Circuit Court Clerk
1 Public Square
Suite 302
Nashville, TN 37201

Dear Mr. Rooker:

The Office of Financial Accountability has completed a review of a selected number of the FY13 Budget Key Measures Results as reported to the Office of Management and Budget for the year ended June 30, 2013. The purpose of the review was to verify the accuracy of your department's reported results.

As stated in the engagement letter, we randomly selected and tested program results that constitute a minimum of 10% of the department's total reported program budgets. We have completed our review of the supporting documentation and test of the computation of the reported result of the selected FY13 key measures. The results of the testing are attached for your review.

We appreciate the assistance provided by your agency during the course of the review. If you have any questions, please call me at 615-862-6712.

Sincerely,

Kevin Brown

Kevin Brown
Finance Administrator

CC: Richard M. Riebeling, Director of Finance
Talia Lomax-O'dneal, Deputy Director of Finance
Michelle Sawyer, Circuit Court Clerk
Fred Adom, Office of Financial Accountability, Department of Finance
Brad Thompson, Office of Financial Accountability, Department of Finance
Essie Robertson, Office of Financial Accountability, Department of Finance
Ken Hartlage, Office of Management and Budget, Department of Finance
Rebekah Stephens, Office of Management and Budget, Department of Finance
Christopher Williams, Office of Management and Budget, Department of Finance

ATTACHMENT I

Department: Circuit Court Clerk

Purpose: To verify the accuracy of the department's performance measures as reported to the Office of Management and Budget.

Scope: FY 2013

Methodology: The Office of Financial Accountability randomly selected a sample that consisted of a minimum of 10% of the department's reported budgeted program dollars.

Total Reported Budget: \$3,790,300

Program: Traffic Violations Bureau

Total Tested Budget: \$3,102,800

Percent Tested: 81.86%

Performance Measure: # of parking tickets issued

Reported Data: 42,391

OFA Calculation: 42,391

Was selected reported performance measure verified? Yes

ATTACHMENT II

Department: Circuit Court Clerk

Purpose: To verify the accuracy of the department's performance measures as reported to the Office of Management and Budget.

Scope: FY 2013

Methodology: The Office of Financial Accountability randomly selected a sample that consisted of a minimum of 10% of the department's reported budgeted program dollars.

Total Reported Budget: \$3,790,300

Program: Probate Court Clerk's Office

Total Tested Budget: \$13,700

Percent Tested: 0.36%

Performance Measure: # of cases filed in Probate Court

Reported Data: 2,048

OFA Calculation: 2,048

Was selected reported performance measure verified? Yes